

ADITYA ENGINEERING COLLEGE

An Autonomous Institution

ACADEMIC REGULATIONS (AR20) FOR B.TECH. (REGULAR)

(Revised on 19/4/21)

Applicable to the students of B.Tech.(Regular) admitted from the academic year 2020-21 onwards.

1. AWARD OF B. TECH. DEGREE

A student will be declared eligible for the award of B. Tech. Degree if the student fulfills the following academic regulations.

- 1.1 If the student pursued a Program of study in not less than four and not more than eight academic years. After eight academic years from the year of admission, the student shall forfeit his seat in B.Tech. and his admission stands cancelled.
- 1.2 The student shall register for 160 credits and secure all the 160 credits.
- 1.3 The students shall register for NCC/NSS activities and receive a “Satisfactory” grade.
- 1.4 The student shall register for all of the Mandatory courses and receive a “Satisfactory” grade.
- 1.5 A student shall be eligible for the award of B.Tech. degree with Honors or Minor if the student earns 20 credits in addition to the 160 credits. A student shall be permitted to register either for Honors or Minor and not for both simultaneously.

2. PROGRAMS OF STUDY

The following programs of study are offered at present as B.Tech. specializations.

S. No	Branch	Program Code	Short Name
01	Civil Engineering	01	CE
02	Electrical and Electronics Engineering	02	EEE
03	Mechanical Engineering	03	ME
04	Electronics and Communication Engineering	04	ECE
05	Computer Science and Engineering	05	CSE
06	Information Technology	12	IT
07	Mining Engineering	26	Min.E
08	Petroleum Technology	27	PT
09	Agricultural Engineering	35	Ag.E

3. ADMISSION PROCESS

Admission to the B.Tech. program shall be made subject to the eligibility, qualifications and specialization prescribed by the A.P. State Government/ University/ AICTE from time to time. Admissions shall be made either on the basis of the merit rank obtained by the student in the Common Entrance Examination conducted by the A.P. Government/University or on the basis of any other order of merit approved by the A.P. Government/University/AICTE, subject to reservations prescribed.

4. PROGRAM PATTERN

- 4.1 The total duration of B.Tech.(Regular) program is for four academic years and each academic year of study is divided into two semesters.
- 4.2 The minimum number of instruction days in each semester is 90.
- 4.3 The medium of instruction for the entire B.Tech. undergraduate program in Engineering & Technology (including examinations and Project reports) will be in English only.
- 4.4 The student is introduced to “Choice Based Credit System (CBCS)” and Credit Based Semester System (CBSS) as indicated by UGC and AICTE. The credits allotted for a course depends on the following.

1 Hour Lecture (L) per week	1 Credit
1 Hour Tutorial (T) per week	1 Credit
1 Hour Practical (P) per week	0.5 Credit

- 4.5 The student has to register for all courses in a semester. In each semester, a student shall mandatorily register for elective courses, which he/she wishes to pursue within a week from the starting of the class work with the advice of Head of the Department.
- 4.6 All the credit courses shall be considered for the calculation of SGPA and CGPA.
- 4.7 Every course shall be assessed using ‘Continuous Internal Evaluation (CIE)’ and ‘Semester End Examination (SEE)’. The CIE marks shall be based on the Sessional Examinations.

- 4.8 In the course structure, in addition to the regular courses, there shall be 10 months internships, 05 Professional Elective courses, 04 Open Elective courses and 05 skill-oriented courses (two shall be skill-oriented courses from the same domain, one shall be employability skills course and the remaining two shall be skill-advanced courses either from the same domain or job-oriented skill courses which can be of interdisciplinary nature).
- 4.9 The 10 months industry/field mandatory internship, both industry and social, during the summer vacation and also in the final semester is included to acquire the skills required for a job and make engineering graduates connect with the needs of the industry and society at large.
- 4.10 The Open Electives are offered to students of all branches in general. A student shall choose an open elective, by consulting the Head of the Department (HOD) /advisor, from the list in such a manner that he/she has not studied the same course in any form during the program.
- 4.11 A faculty advisor/mentor/proctor is assigned to each student from the same department to provide guidance in career growth/course registration/placements/opportunities for higher studies/GATE/other competitive exams etc.
- 4.12 A student who is eligible to appear for the Semester End Examination in a course but absent from it or has failed in it, may write the examination in that course when conducted next.
- 4.13 When a student is detained for lack of credits/shortage of attendance, the student shall be re-admitted into the same semester in which he has been detained, when offered next.

5. ATTENDANCE REQUIREMENTS

- 5.1 A student shall be eligible to write the Semester End Examinations if he acquires a minimum of 50% of attendance in each course and 75% of attendance in aggregate of all the courses.
- 5.2 Condonation of shortage of attendance in aggregate up to 10% (65% and above and below 75%) on medical grounds in a semester may be granted by the College

Academic Committee and a student can be condoned for a maximum of three times only.

- 5.3 Shortage of Attendance below 65% in aggregate shall not be condoned.
- 5.4 Students whose shortage of attendance is not condoned in any semester are detained and not eligible to write their Semester End Examinations.
- 5.5 A medical certificate and a fee of Rs. 500/- shall be payable towards condonation for the shortage of attendance.
- 5.6 If any student fulfills the attendance requirement in the present semester, the student shall not be eligible for re-admission into the same semester.
- 5.7 If a student chooses to take a Certificate Course offered by industries/Professional bodies/APSSDC or any other accredited bodies, in lieu of the skill-oriented course offered by the Department, then his/her attendance in this course shall not be considered for the overall calculation of attendance.
- 5.8 If a student opted to study an elective course under MOOCs provided by an external agency, his/her attendance in this course shall not be considered in the overall calculation of attendance.
- 5.9 A student who has a shortage of attendance in a semester may seek re-admission into that semester when offered next, within 4 weeks from the date of the commencement of classwork.

6. PROMOTION RULES

- 6.1 A student will be promoted to the next semester if the student satisfies the attendance requirement of the present semester.
- 6.2 A student will be promoted from IV semester to V semester, if the student fulfills the attendance requirement in IV Semester and the academic requirement of 40% of the credits upto IV semester from all the examinations, whether or not the student takes the examinations.
- 6.3 A student shall be promoted from VI semester to VII semester if the student fulfills the attendance requirement in VI Semester and the academic requirements of 40% of the credits upto VI semester from all the examinations, whether or not the student takes the examinations.

7. GAP - Year

The concept of Student Entrepreneur in Residence shall be introduced and students who wish to pursue entrepreneurship are allowed to take a break of one year at any time after II semester to pursue entrepreneurship full time. This period shall be counted for the maximum time for graduation. An evaluation committee shall be constituted to evaluate the proposal submitted by the student and the committee shall decide on permitting the student for availing of the Gap Year.

8. EVALUATION - DISTRIBUTION AND WEIGHTAGE OF MARKS

8.1 The performance of a student in each semester shall be evaluated course-wise with a maximum of 100 marks for Theory courses, Lab courses, Mandatory courses, Community Service Project and Summer Internship. The Full- semester Internship (Project) shall be evaluated for 200 marks.

8.2 For Theory courses, there shall be two Sessional Examinations during the semester for 30 marks each and Semester End Examination for 70 marks. The Sessional marks shall be awarded by giving a weightage of 80% for the best of the two Sessional Examinations and 20% for the other Sessional Examination. The Sessional Examination shall be conducted as Descriptive Examination for 15 marks, Objective Examination for 10 marks and Assignment for 5 marks. The I Sessional Examination is conducted for the first 2½ units of syllabus and II Sessional Examination for the remaining 2 ½ units of syllabus.

The descriptive examination is conducted for 90 minutes. Each descriptive examination question paper shall contain 3 questions of equal marks and all questions need to be answered. The Objective examination is conducted for 20 minutes and shall contain 20 Multiple Choice Questions with a weightage of ½ mark each. For Assignment, the nature of the test (Design, Analysis, Simulation, Algorithms, Drawing, Quiz, Term paper, Tutorial, Surprise test, Seminar, Case study, Lab activity, Minor Project, Virtual Labs etc. as the case may be) will be intimated by the faculty concerned at the beginning of the semester.

The Semester End Examination is conducted for 70 marks for a duration of 180 minutes, which contains ten questions, two questions are from each unit and each

question may have sub-questions. The student has to write one question from each unit. Each question carries 14 marks.

- 8.3 For Lab courses, there shall be Sessional Examination during the semester for 30 marks and Semester End Examination for 70 marks. The Sessional marks shall be awarded as, Continuous Evaluation -10 marks, Observation and Record -10 marks and laboratory examination -10 marks. The Semester End Examination shall be conducted by the faculty concerned and external examiner appointed by the Principal.
- 8.4 For Design, Drawing and estimation courses as a Theory course (such as Engineering Graphics, Machine Drawing, Design and Drawing of Reinforced Concrete Structures etc.), the distribution shall be 30 marks for Sessional evaluation (15 marks for continuous evaluation, and 15 marks for Sessional Examination) and 70 marks for Semester End examination. There shall be two Sessional Examinations in a Semester. The Sessional marks shall be awarded by giving a weightage of 80% for the best of two Sessional Examinations and 20% for the other Sessional Examination. The Semester End Examination pattern is based on the nature of the course.
- 8.5 For Integrated courses (Theory + Lab), there shall be a separate examination for Theory and Lab. The student has to pass the Theory examination and Lab examination simultaneously. Otherwise, the student has to appear for supplementary examination for both theory and lab. The final marks shall be calculated on weighted average method for converting marks into grade points. Sample calculation: Assume Integrated course is for 3 credits (Theory is for 2 credits and Lab is for 1 credit). If Total Marks obtained in Theory is 75 out of 100 (2 Credits) and Total Marks obtained in Lab is 90 out of 100 (1 Credit), the final marks for the integrated course are 80.

$$\text{Final Marks} = \frac{(75 * 2) + (90 * 1)}{3} = 80$$

- 8.6 A student is deemed to have passed a course(Theory or Lab) and earns the credits allotted to that course by securing not less than 35% of marks in the Semester End

Examination, and a minimum 40% of marks of the total marks (sum of Sessional marks and Semester End Examination marks).

- 8.7 For Mandatory Courses, during a semester there shall be one examination for 100 marks for a duration of 180 minutes in which a student should get a minimum of 40% of the marks to get the result as “Satisfactory”, otherwise the student performance is considered as “Not Satisfactory”. The examination is conducted at the department level by covering the topics of all units, which contains five 20 marks questions with internal choice from each unit and each question may have sub-questions. If a student fails to get “Satisfactory” or is absent for examination, the student has to write the examination in that course when conducted next.
- 8.8 For Employability Skills (which includes Aptitude and Soft Skills) as a Mandatory Course, during a semester, there shall be an evaluation for 100 marks at the department level. There shall be a separate evaluation for Aptitude and Soft skills. The marks obtained for Employability Skills is the sum of marks obtained in Aptitude and Soft Skills together. The student should get a minimum of 40% of the marks for a “Satisfactory” result; otherwise, the student's performance is considered as “Not Satisfactory”. If a student fails to get “Satisfactory” or is absent for examination, the student has to write the examination in that course when conducted next.
- 8.9 For Employability Skills (which includes Aptitude and Soft Skills) as a credit course, the examination is conducted for 100 marks in which 30 marks are for Sessional Examination and 70 marks for Semester End Examination. There shall be two Sessional Examinations during the semester. There shall be a separate evaluation for Aptitude and Soft skills. For Aptitude, the Sessional Examination is conducted for 30 minutes with 30 questions (Multiple Choice Questions with a weightage of ½ mark each) carrying 15 marks and for Soft Skills, the Sessional Examination is conducted as activity-based for 15 marks. The Sessional Marks for Employability Skills is the sum of marks obtained in Aptitude and Soft Skills together. The final Sessional marks shall be awarded by giving 80% weightage for the best of two Sessional Examinations and 20% weightage for other Sessional Examination.

The Semester End Examination for Aptitude is conducted for 140 minutes with 140 questions (Multiple Choice Questions with a weightage of $\frac{1}{4}$ mark each) carrying 35 marks and for Soft Skills, an activity-based examination is conducted for 35 marks by the faculty concerned and external examiner appointed by the Principal.

- 8.10 For Skill-oriented courses, a student shall be given an option to choose either the skill courses being offered by the college or to choose a certificate course being offered by industries/Professional bodies/APSSDC or any other accredited bodies approved by the HOD. If a student chooses to take a Certificate Course offered by external agency, the agency has to issue a certificate with “Satisfactory” condition. If the certificate issued by external agency is marked with “ Not Satisfactory” condition, the student shall repeat the course either in the college or at external agency, when offered next. After successful completion, a student shall submit a record/report on the skills learned with the certificate issued by the agency included in it. The course will be evaluated at the end of the semester for 100 marks (record/report: 30 marks, examination & viva-voce: 70 marks) along with laboratory Semester End Examinations in the presence of internal examiner (course instructor or mentor) and External examiner appointed by Principal. There are no sessional marks. A student has to secure atleast 40% of marks to pass the course.
- 8.11 A student shall be permitted to pursue upto a maximum of two elective courses under MOOCs (Massive Open Online Courses) during the B.Tech. Program. Each of the courses must be a minimum of 12 weeks in duration. The student has to pursue and acquire a certificate for the MOOCs only from the organizations/agencies approved by the HOD. The student needs to earn a certificate by passing the examination. The student will be awarded the credits given in the curriculum only upon submission of the certificate. In case a student does not pass the courses registered through MOOCs, the same or alternative equivalent course may be registered again through MOOCs in the next semester with the recommendation of HOD.

- 8.12 The students shall mandatorily register for NCC/NSS activities and is required to participate in an activity specified by NCC/NSS officer during the second or third semesters. The grade shall be awarded as “Satisfactory” or “Not Satisfactory” in the III semester grade sheet on the basis of participation, attendance, performance and behavior. If a student obtains a “Not Satisfactory” grade, he/she shall repeat the above activity in the subsequent years, in order to complete the degree requirements.
- 8.13 For Summer Internship, the students can undergo Industrial Training / Internship at Govt. Organizations, Construction agencies, Industries, Hydel and Thermal Power Plants, software MNCs etc. or do Research projects in National Laboratories/Academic Institutions like IITs, NITs etc. during summer breaks after completion of IV Semester and VI Semester End Examinations. However, the Summer Internship shall be evaluated in the V semester and VII semester, respectively. A group of students or even a single student can take up the Internship. Completion of internship is mandatory. After successful completion, students shall submit a summer internship technical report to the department concerned. A certificate from the industry/organization shall be included in the report. There shall be no sessional marks.

Community Service Project is an alternative to the Summer Internship, whenever there is an exigency and students cannot pursue their Summer Internship. A group of students or even a single student can take up the Community Service Project during summer breaks. However, a student can opt for this only once. The students have to identify social problems existing in any geographical area/village and try to solve them technically or suggest to people the necessary solutions for solving these problems. After successful completion, students shall submit a detailed report to the department concerned. The detailed information regarding the Community Service Project is available in Appendix I.

The Summer Internship or Community Service Project shall be evaluated for 100 marks at the end of the semester based on the report submitted and an oral presentation. The report carries 30 marks and oral presentation carries 70 marks. The student shall appear for the oral presentation before the Project Review

Committee (PRC)* and an External Examiner appointed by Principal. A student has to secure atleast 40% of marks for successful completion. In case, a student fails, he/she shall reappear for the examinations when conducted next.

*The PRC consists of HOD, Supervisor, and a senior faculty member of the department.

- 8.14 For Full-semester Internship (Project) in the final semester, the student should mandatorily register and undergo internship and in parallel, he/she should work on a project with well-defined objectives. At the end of the semester, the candidate shall submit an internship completion certificate and a project report. A student shall also be permitted to submit project report on the work carried out during the internship. For Project, 200 marks are awarded, out of which 60 marks shall be for Sessional Evaluation and 140 marks for the Semester End Examination. A group of students or even a single student can take up the Internship for full semester. The supervisor shall assess the student for 30 marks (Report: 15 marks, Seminar: 15 marks). At the end of the semester, all projects shall be showcased at the department for the benefit of all students/staff and the same shall be evaluated by the PRC for 30 marks. The Sessional marks for Project are the sum of marks allotted by the Supervisor and the marks allotted by PRC. The Semester End Examination (Viva-Voce) shall be conducted by the committee that consists of an External Examiner appointed by Principal and PRC.

- 8.15 The distribution and weightage of marks are as follows.

S. No	Components	CIE	SEE	Total
1	Theory Courses	30	70	100
2	Lab Courses	30	70	100
3	Mandatory Courses	----	100	100
4	Skill Oriented Courses	----	100	100
5	Summer Internship/Community Service Project	----	100	100
6	Full-semester Internship(Project)	60	140	200

- 8.16 Script Viewing / Re-evaluation of the Semester End Examination: A student can request for Script Viewing / Revaluation of his/her answer booklet of theory courses only, on payment of a prescribed fee as per norms.

- 8.17 Supplementary Examinations: A student who has failed a course can appear for supplementary examinations as and when conducted.
- 8.18 Malpractices in Examinations: Disciplinary action shall be taken in case of malpractices during Sessional/Semester End Examinations as per the malpractice rules.

9. HONORS PROGRAM

Students of a Department/Discipline are eligible to opt for Honors Program offered by the same Department/Discipline. A student shall be permitted to register for the Honors program at the beginning of the IV semester provided that the student must have acquired a minimum of 8.0 CGPA up to the end of III semester without any backlogs. A CGPA of 8 has to be maintained in the subsequent semesters in order to keep the Honors registration active. The detailed information regarding the Honors program is available in Appendix - II.

10. MINOR PROGRAM

Students who are desirous of pursuing their special interest areas other than the chosen discipline of Engineering may opt for additional courses in minor specialization groups offered by a department other than their parent department. For example, If a Mechanical Engineering student selects courses from Civil Engineering under this scheme, he will get a Major degree in Mechanical Engineering with a Minor degree in Civil Engineering.

A student can also opt for Industry relevant tracks of any branch to obtain the Minor Degree. For example, a B.Tech. Mechanical Engineering student can opt for the industry-relevant tracks like Data Mining, IoT, Machine learning etc.

The minor tracks can be the fundamental courses in CE, EEE, ME, ECE,CSE etc., or industry relevant tracks such as Artificial Intelligence (AI), Machine Learning (ML), Data Science (DS), Robotics, Electric vehicles, VLSI etc. The detailed information regarding the Honors program is available in Appendix - III.

11. AWARD OF GRADE POINT AVERAGE AND CLASS

11.1 GRADING

After each course is evaluated for 100 marks, the marks obtained in each course will be converted to a corresponding Letter Grade and Grade Point as given below, depending on the range in which the marks obtained by the student fall.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters A+, A, B, C, D, E and F. If a student is absent for the examination, it is denoted as AB.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

For Credit Courses:

Range of Marks (%)	Letter Grade	Level	Grade Point
≥ 90	A+	Outstanding	10
80 - 89	A	Excellent	9
70 - 79	B	Very Good	8
60 - 69	C	Good	7
50 - 59	D	Fair	6
40 - 49	E	Satisfactory	5
<40	F	Fail	0
-	AB	Absent	0

For Mandatory Courses/Non-Credit Courses:

Range of Marks	Letter Grade	Result
≥ 40	S	Satisfactory
< 40	N	Not Satisfactory

11.2 CALCULATION OF GRADE POINT AVERAGE

i. Calculation of Semester Grade Point Average (SGPA)

The SGPA is the ratio of the sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student

and the sum of the number of credits of all the courses undergone by a student.

$$SGPA(S_i) = \frac{\sum(C_i \times G_i)}{\sum(C_i)}$$

where C_i is the number of credits of the i^{th} course and

G_i is the grade point scored by the student in the i^{th} course

ii. Calculation of Cumulative Grade Point Average (CGPA)

The CGPA is also calculated in the same manner taking into consideration all the courses undergone by a student over all the semesters of the program.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum(C_i)}$$

where S_i is the SGPA of the i^{th} semester and

C_i is the total number of credits in that semester

iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

iv. While computing the SGPA/CGPA, the courses in which the student is awarded zero grade points will also be included.

v. Grade Point Average can be converted into an equivalent percentage using

$$\text{Percentage of Marks} = (\text{CGPA} - 0.75) \times 10$$

vi. Illustration of Computation of SGPA and CGPA

Illustration for SGPA: Let us assume there are 6 courses in a semester and the grades obtained by a student are as follows:

Course	Credit	Grade Obtained	Grade point	S _i = Credit Point (Credit x Grade)
Course 1	3	B	8	3 X 8 = 24
Course 2	4	C	7	4 X 7 = 28
Course 3	3	D	6	3 X 6 = 18
Course 4	3	A+	10	3 X 10 = 30
Course 5	3	E	5	3 X 5 = 15
Course 6	4	D	6	4 X 6 = 24
	20			139

Thus, **SGPA = 139/20 = 6.95**

Illustration for CGPA: Let us assume the Credits and SGPA secured by the student in all the 8 semesters are as follows:

Semester 1	Semester 2	Semester 3	Semester 4
Credits: 20 SGPA: 6.95	Credits: 19 SGPA: 7.86	Credits: 21 SGPA: 5.68	Credits: 22 SGPA: 6.12
Semester 5	Semester 6	Semester 7	Semester 8
Credits: 20 SGPA: 6.34	Credits: 23 SGPA: 8.0	Credits: 21 SGPA: 6.45	Credits: 14 SGPA: 7.59

Thus,

$$CGPA = \frac{20 * 6.95 + 19 * 7.86 + 21 * 5.68 + 22 * 6.12 + 20 * 6.34 + 23 * 8 + 21 * 6.45 + 14 * 7.59}{160}$$

$$= 6.84$$

11.3 AWARD OF CLASS

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of B. Tech. degree, he shall be placed in one of the following four classes:

Class Awarded	CGPA secured from 160 Credits
First Class with Distinction	≥ 7.75 (Without any supplementary appearance)
First Class	≥ 6.75
Second Class	≥ 5.75 to < 6.75
Pass Class	≥ 5.00 to < 5.75

12. TRANSFER OF STUDENTS

- 12.1 The guidelines given by JNTUK / State Government will be followed for students to transfer from one college to another college.
- 12.2 In case of transferred students from other Universities/Colleges to AEC, the credits shall be transferred as per the academic regulations and course structure. Students have to obtain the credits of any equivalent courses as prescribed by the college if required.
- 12.3 There shall be no branch transfers after the completion of the admission process.

13. WITHHOLDING OF RESULTS

If the student has any dues in the college or is involved in disciplinary/malpractice/court cases, his result will be withheld.

14. TRANSITORY REGULATIONS

- 14.1 Discontinued or detained students are eligible for readmission as and when next offered.
- 14.2 The re-admitted students will be governed by the regulations under which the student has been admitted.

15. GENERAL

- 15.1 Wherever the words "he", "him", "his", occur in the regulations, they include "she", "her", "hers".
- 15.2 The academic regulations should be read as a whole for the purpose of any interpretation.
- 15.3 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Academic Council is final.
- 15.4 The college may change or amend the academic regulations or syllabi as and when the need arises and the changes or amendments made shall apply to all the students with effect from the dates notified by the College.

ACADEMIC REGULATIONS (AR20) FOR B.TECH.(LATERAL ENTRY)

Applicable to the students admitted into B.Tech. III semester from the Academic Year 2021-22 onwards

1. AWARD OF B. TECH. DEGREE

A student will be declared eligible for the award of B. Tech. Degree if the student fulfills the following academic regulations.

- 1.1 If the student pursued a Program of study in not less than three and not more than six academic years. After six academic years from the year of admission, the student shall forfeit his seat in B.Tech. and his admission stands cancelled.
- 1.2 The student shall register for 121 credits and secure all the 121 credits.
- 1.3 A student shall be eligible for the award of B.Tech. degree with Honors or Minor if the student earns 20 credits in addition to the 121 credits. A student shall be permitted to register either for Honors or Minor and not for both simultaneously.

2. PROMOTION RULES

- 2.1 A student will be promoted to the next semester if the student satisfies the attendance requirement of the present semester.
- 2.2 A student shall be promoted from VI semester to VII semester if the student fulfills the attendance requirement in VI semester and the academic requirements of 40% of the credits up to VI semester from all the examinations, whether or not the student takes the examinations.

3. AWARD OF CLASS

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of B. Tech. degree, he shall be placed in one of the following four classes:

Class Awarded	CGPA secured from 121 Credits
First Class with Distinction	≥ 7.75 (Without any supplementary appearance)
First Class	≥ 6.75
Second Class	≥ 5.75 to < 6.75
Pass Class	≥ 5.00 to < 5.75

4. All the other regulations applicable to B. Tech(Regular) remain the same for B.Tech.(Lateral Entry) also.

APPENDIX - I

COMMUNITY SERVICE PROJECT

1. INTRODUCTION

- Community Service Project is an experiential learning strategy that integrates meaningful community service with instruction, participation, learning and community development
- Community Service Project involves students in community development and service activities and applies the experience to personal and academic development.
- Community Service Project is meant to link the community with the college for mutual benefit. The community will be benefited with the focused contribution of the college students for the village/ local development. The college finds an opportunity to develop social sensibility and responsibility among students and also emerge as a socially responsible institution.

2. OBJECTIVE

Community Service Project should be an integral part of the curriculum, as an alternative to the 2 months of Summer Internships / Apprenticeships / On the Job Training, whenever there is an exigency when students cannot pursue their summer internships. The specific objectives are

- To sensitize the students to the living conditions of the people who are around them,
- To help students to realize the stark realities of the society.
- To bring about an attitudinal change in the students and help them to develop societal consciousness, sensibility, responsibility and accountability
- To make students aware of their inner strength and help them to find new /out of box solutions to the social problems.
- To make students socially responsible citizens who are sensitive to the needs of the disadvantaged sections.
- To help students to initiate developmental activities in the community in coordination with public and government authorities.

- To develop a holistic life perspective among the students by making them study culture, traditions, habits, lifestyles, resource utilization, wastages and its management, social problems, public administration system and the roles and responsibilities of different persons across different social systems.

3. IMPLEMENTATION OF COMMUNITY SERVICE PROJECT

- Every student should put in a minimum of 180 hours for the Community Service Project during the summer vacation.
- Each class/section should be assigned with a mentor.
- Specific Departments could concentrate on their major areas of concern. For example, Dept. of Computer Science can take up activities related to Computer Literacy to different sections of people like - youth, women, housewives etc.
- A logbook has to be maintained by each of the students, where the activities undertaken/involved are to be recorded.
- The logbook has to be countersigned by the mentor/faculty in charge.
- Evaluation to be done based on the active participation of the student and grade could be awarded by the mentor/faculty member.
- The final evaluation to be reflected in the grade memo of the student.
- The Community Service Project should be different from the regular programmes of NSS/NCC/Green Corps/Red Ribbon Club, etc.
- A project report should be submitted by each student. An internal viva shall be conducted by a committee constituted by the Principal.
- Award of marks shall be made as per the guidelines of Internship/apprentice/on the job training.

4. PROCEDURE

- 4.1** A group of students or even a single student could be assigned for a particular habitation or village or municipal ward, as far as possible, in the near vicinity of their place of stay, so as to enable them to commute from their residence and return back by evening or so.
- 4.2** The Community Service Project is a twofold one –

- a) First, the student/s could conduct a survey of the habitation, if necessary, in terms of their own domain or subject area. Or it can even be a general survey, incorporating all the different areas. A common survey format could be designed. This should not be viewed as a duplication of work by the Village or Ward volunteers, rather, it could be another primary source of data.
- b) Secondly, the student/s could take up a social activity, concerning their domain or subject area. The different areas, could be like –
- Agriculture
 - Health
 - Marketing and Cooperation
 - Animal Husbandry
 - Natural Disaster Management
 - Irrigation
 - Law & Order
 - Excise and Prohibition
 - Mines and Geology
 - Horticulture
 - Fisheries
 - Sericulture
 - Revenue and Survey
 - Energy
 - Internet
 - Free Electricity
 - Drinking Water
etc.

5. EXPECTED OUTCOMES

5.1 BENEFITS OF COMMUNITY SERVICE PROJECT TO STUDENTS

Learning Outcomes

- Positive impact on students' academic learning
- Improves students' ability to apply what they have learned in "the real world"
- Positive impact on academic outcomes such as demonstrated complexity of understanding, problem analysis, problem-solving, critical thinking, and cognitive development
- Improved ability to understand complexity and ambiguity

Personal Outcomes

- Greater sense of personal efficacy, personal identity, spiritual growth, and moral development.
- Greater interpersonal development, particularly the ability to work well with others, and build leadership and communication skills.

Social Outcomes

- Reduced stereotypes and greater inter-cultural understanding.
- Improved social responsibility and citizenship skills.
- Greater involvement in community service after graduation.

Career Development

- Connections with professionals and community members for learning and career opportunities.
- Greater academic learning, leadership skills, and personal efficacy can lead to greater opportunity.

Relationship with the Institution

- Stronger relationships with faculty
- Greater satisfaction with college
- Improved graduation rates

5.2 BENEFITS OF COMMUNITY SERVICE PROJECT TO FACULTY MEMBERS

- Satisfaction with the quality of student learning.
- New avenues for research and publication via new relationships between faculty and community.
- Providing networking opportunities with engaged faculty in other disciplines or institutions.
- A stronger commitment to one's research.

5.3 BENEFITS OF COMMUNITY SERVICE PROJECT TO COLLEGES AND UNIVERSITIES

- Improved institutional commitment.
- Improved student retention.
- Enhanced community relations.

5.4 BENEFITS OF COMMUNITY SERVICE PROJECT TO COMMUNITY

- Satisfaction with student participation.
- Valuable human resources needed to achieve community goals.
- New energy, enthusiasm and perspectives applied to community work.

- Enhanced community-university relations.

6. LIST OF PROGRAMMES UNDER COMMUNITY SERVICE PROJECT

The following is the recommended list of projects for Engineering students. The lists are not exhaustive and open for additions, deletions and modifications. Students are expected to focus on specific local issues for this kind of projects. The students are expected to carry out these projects with involvement, commitment, responsibility and accountability. The mentors of a group of students should take the responsibility of motivating, facilitating, and guiding the students. They have to interact with local leadership and people and appraise the objectives and benefits of this kind of projects. The project reports shall be placed in the college website for reference. Systematic, Factual, methodical and honest reporting shall be ensured.

List of Projects

- Water facilities and drinking water availability.
- Health and hygiene.
- Stress levels and coping mechanisms.
- Health intervention programmes.
- Horticulture.
- Herbal plants.
- Botanical survey.
- Zoological survey.
- Marine products.
- Aqua culture.
- Inland fisheries.
- Animals and species.
- Nutrition.
- Traditional health care methods.
- Food habits.
- Air pollution.
- Water pollution.
- Plantation.
- Soil protection.
- Renewable energy.
- Plant diseases.
- Yoga awareness and practice.
- Health care awareness programmes and their impact.
- Use of chemicals on fruits and vegetables.
- Organic farming.
- Crop rotation.
- Flourey culture.
- Access to safe drinking water.
- Geographical survey.
- Geological survey.
- Sericulture.
- Study of species.
- Food adulteration.
- Incidence of Diabetes and other chronic diseases.
- Human genetics.
- Blood groups and blood levels.
- Internet Usage in Villages.
- Android Phone usage by different people.
- Utilization of free electricity to farmers and related issues.
- Gender ration in schooling level-

observation.

7. AWARENESS CAMPAIGNS

Complimenting the community service project, the students may be involved to take up some awareness campaigns on social issues/special groups. The suggested list of programmes are:

7.1 Programmes for School Children

- Reading Skill Programme (Reading Competition).
- Preparation of Study Materials for the next class.
- Personality / Leadership Development.
- Career Guidance for X class students.
- Screening Documentary and other educational films.
- Awareness Programme on Good Touch and Bad Touch (Sexual abuse).
- Awareness Programme on Socially relevant themes.

7.2 Programmes for Women Empowerment

- Government Guidelines and Policy Guidelines.
- Women's Rights.
- Domestic Violence.
- Prevention and Control of Cancer.
- Promotion of Social Entrepreneurship.

7.3 General Camps

- | | |
|---|--|
| ● General Medical camps. | ● AIDS awareness camp. |
| ● Eye Camps. | ● Anti Plastic Awareness. |
| ● Dental Camps. | ● Programmes on Environment. |
| ● Importance of protected drinking water. | ● Health and Hygiene. |
| ● Open Defecation Free(ODF) awareness camp. | ● Hand wash programmes. |
| ● Swatch Bharat. | ● Commemoration and Celebration of important days. |

7.4 Programmes for Youth Empowerment

- Leadership.

- Anti-alcoholism and Drug addiction.
- Anti-tobacco.
- Awareness on Competitive Examinations.
- Personality Development.

7.5 Common Programmes

- Awareness on RTI.
- Health intervention programmes.
- Yoga.
- Tree plantation.
- Programmes in consonance with the Govt. Departments like –
 - i. Agriculture.
 - ii. Health.
 - iii. Marketing and Cooperation.
 - iv. Animal Husbandry.
 - v. Horticulture.
 - vi. Fisheries.
 - vii. Sericulture.
 - viii. Revenue and Survey.
 - ix. Natural Disaster Management.
 - x. Irrigation.
 - xi. Law & Order.
 - xii. Excise and Prohibition.
 - xiii. Mines and Geology.
 - xiv. Energy.

7.6 Role of Students:

- Students may not have the expertise to conduct all the programmes on their own. The students then can play a facilitator role.
- For conducting special camps like Health related, they will be coordinating with the Governmental agencies.
- As and when required the College faculty themselves act as Resource Persons.
- Students can work in close association with Non-Governmental Organizations like Lions Club, Rotary Club, etc or with any NGO actively working in that habitation.
- And also, with the Governmental Departments. If the programme is rolled out, the District Administration could be roped in for the successful deployment of the programme.
- An in-house training and induction programme could be arranged for the faculty and participating students, to expose them to the methodology of Service Learning.

8. TIMELINE FOR THE COMMUNITY SERVICE PROJECT ACTIVITY

Duration: 8 weeks

- **Preliminary Survey (One Week)**

- a) A preliminary survey including the socio-economic conditions of the allotted habitation to be conducted.
- b) A survey form based on the type of habitation to be prepared before visiting the habitation with the help of social sciences faculty. (However, a template could be designed for different habitations, rural/urban).
- c) The Governmental agencies, like revenue administration, corporation and municipal authorities and village secretariats could be aligned for the survey.

- **Community Awareness Campaigns (Two Weeks)**

Based on the survey and the specific requirements of the habitation, different awareness campaigns and programmes are to be conducted, spread over two weeks of time. The list of activities suggested could be taken into consideration.

- **Community Immersion Programme (Four Weeks)**

Along with the Community Awareness Programmes, the student batch can also work with any one of the governmental agencies and work in tandem with them. This community involvement programme will involve the students in exposing themselves to the experiential learning about the community and its dynamics. Programmes could be in consonance with the Govt. Departments.

- **Community Exit Report (One Week)**

During the last week of the Community Service Project, a detailed report of the outcome of the 6 weeks works to be drafted and a copy shall be submitted to the local administration. This report will be a basis for the next batch of students visiting that particular habitation. The same report submitted to the teacher-mentor will be evaluated by the mentor and suitable marks are awarded. Throughout the Community Service Project, a daily logbook needs to be maintained by the students batch, which should be countersigned by the governmental agency representative and the teacher-mentor, who is required to periodically visit the students and guide them.

APPENDIX - II**Guidelines for B. Tech Honors Degree - B. Tech (Hons)**

(Applicable from the Academic Year 2019-20 (AR19) and Academic Year 2020-21 (AR20))

I. INTRODUCTION

The goal of introducing B.Tech (Hons) is to facilitate the students to choose additionally the specialized courses of their choice and build their competence in a specialized area in the UG level. The programme is a best choice for academically excellent students having good academic record and interest towards higher studies and research. All the students pursuing regular B.Tech with prerequisite CGPA are eligible to the register Honors degree course. A student has to acquire 20 more credits, in addition to 160 credits required, for the award of the B.Tech Honors degree. The additional courses shall be advanced subjects in the concerned department/discipline. The department concerned will determine required courses for award of Honor degree. The subjects in the Honor degree would be a combination of core (theory and lab) and some electives.

II. OBJECTIVES

The objectives of initiating the B. Tech (Honors) degree certification are:

- a) To encourage the undergraduates towards higher studies and research
- b) To prepare the students to specialize in core Engineering streams.
- c) To attain the high-level competence in the specialized area of Under Graduate programme
- d) To learn the best educational and professional skills in the specialized area after the completion of his undergraduate courses.
- e) To provide the opportunity to learn the post graduate level courses in the specified undergraduate program.

III. APPLICABILITY AND ENROLMENT

- (a) To all B. Tech (Regular and Lateral Entry) students admitted in Engineering & Technology.
- (b) The department offering Honors shall have at least one M. Tech in concerned stream,

for B.Tech (Honors) registration.

- (c) Total number of seats offered for Honors programme shall be a maximum of 35% of sanctioned intake of major degree programme.
- (d) The allotment of seat into Honors degree is based on the percentage of marks obtained in the major degree programme. Percentage of marks shall be taken up to III semester in case of regular entry students and only III semester in case of lateral entry students.
- (e) In the event of any tie during the seat allotment for a Honors degree, the concerned major degree department offering Honors shall conduct a test/interview on the prerequisites/subjects of Honors degree and final decision shall be taken.
- (f) For applicability of Honors degree, both regular B Tech and Honors degree courses shall be successfully completed with specified SGPA/GCPA.
- (g) A student shall report to the concerned Principal of the college, if he/she is not interested to pursue/continue the Honors degree programme.
- (h) Transfer of credits from a particular Honors to regular B. Tech or another major degree and vice-versa shall not be permitted.

IV. ENTRY LEVEL

- (a) The B. Tech students (both Regular and Lateral Entry) pursuing a major degree program can register for Honors degree at their choice in any same department offering major degree from III semester onwards
- (b) Students registering for Honors degree shall select the subjects from same branches/department based on the recommendations of BOS committee. For example, if a student pursuing major degree in Electrical & Electronics Engineering shall select subjects in Electrical & Electronics Engineering only and he/she will get major and Honors degree in Electrical & Electronics Engineering
- (c) Only those students, who have a CGPA of 8.0 or above, without any backlog, will be permitted to register for a Honors degree
- (d) An SGPA or CGPA in excess of 8.0 has to be maintained in the subsequent semesters in major as well as Honors degree without any backlogs in order to keep the Honors degree registration active.
- (e) Should both the SGPA and CGPA fall below 8.0 at any point after registering for

the Honors; the Honors degree registration will cease to be active.

- (f) A student registered for Honors degree in a discipline must register and pass in all subjects with a minimum GPA of 8.0 that constitute requirement for award of Honors degree.
- (g) Separate SGPA/CGPA shall be shown on semester and final transcripts of regular B. Tech and Honors.
- (h) Students shall not be permitted to register for Honors degree after completion of VI semester.
- (i) Students shall be permitted to select a maximum of two subjects per semester from the list of subjects specified for Honors degree.
- (j) The students shall complete Honors degree without supplementary appearance within stipulated period as notified by College exam section for the completion of regular major B. Tech programme.
- (k) Honors degree shall not be awarded at any circumstances without completing the regular major B. Tech programme in which a student got admitted.
- (l) If a student is detained due to lack of attendance, he/she shall not be permitted to register the courses for Honors degree.
- (m) If a student failed in any registered course of the Honors, he/she shall not be eligible to continue the B. Tech Honors. However, the additional credits and grades thus far earned by the student shall be included in the grade card but shall not be considered to calculate the CGPA.
- (n) The subjects completed under Honors degree programme shall not be considered as equivalent subjects in case the student fails to complete the major degree programme.
- (o) Students completed their degree shall not be permitted to register for Honors degree.

V. STRUCTURE OF HONORS IN B. TECH

- (a) The student shall earn at least 20 credits for award of Honors degree from same branch/department/discipline registered for major degree.
- (b) Students can complete Honors degree courses either in the college or online from

platforms like NPTEL/SWAYAM etc.

- (c) Of the 20 additional Credits to be acquired, 16 credits shall be earned by undergoing specified courses list in the departments, with four courses, each carrying 4 credits. The remaining 4 credits must be acquired through two NPTEL, which shall be domain specific, each with 2 credits and with a minimum duration of 8/12weeks as recommended by the Board of studies.
- (d) The overall attendance in each semester of regular B. Tech courses and Honors degree courses shall be computed separately.
- (e) A student shall maintain an overall attendance of 75% in all registered courses of Honors to be eligible for attending semester end examinations. However, condonation for shortage of attendance between 65-75% may be given as per norms. On the recommendations of College Academic Council, the student concerned will be permitted to take the semester end examinations, on payment of condonation fee of Rs. 500/-.
- (f) Student having less than 65% attendance in Honors courses shall not be permitted for semester end examinations.
- (g) A student detained due to lack of attendance in regular B. Tech programme shall not be permitted to continue Honors programme.
- (h) The teaching, examinations (internal and external) and evaluation procedure of Honors degree courses offered in offline is similar to regular B. Tech courses
- (i) Students may choose theory or practical courses to fulfil the minimum credit requirement.
- (j) Students shall be allowed to take maximum two subjects per semester pertaining to their Honors degree.
- (k) The students registered for Honors shall not be permitted to register for B. Tech (Honors)

VI. CREDITS REQUIREMENT

- (a) A Student will be eligible to get B. Tech (Honors), if he/she completes an additional 20 credits. These may be acquired either in offline or online like NPTEL/SWAYAM
- (b) The colleges offering Honors degree courses shall be ready teach the courses in offline attheir college in the concerned departments. Curriculum and the syllabus of

the courses shall be approved by the Board of Studies.

- (c) The online NPTEL/SWAYAM subjects selected by a student shall be approved by concerned BOS. The duration of courses shall be a minimum of 14 weeks.
- (d) The assessment and certification of the NPTEL shall be as per the prescribed norms of the NPTEL.
- (e) Students shall produce a certificate issued by the NPTEL/SWAYAM conducting agency as a proof of credit attainment.
- (f) The teaching and evaluation procedure of Honors courses offering in offline mode shall be similar to that of regular B. Tech courses
- (g) After successful completion of all major and Honors degree courses with specified CGPA, the University will award B. Tech (Honors).
- (h) If a student fails to complete a course offered in online/offline, he/she will not be permitted to continue the Honors degree.

VII. PROCEDURE TO APPLYING FOR HONORS DEGREE

- (a) The department offering the Honors will announce courses required before the start of the session.
- (b) The interested students shall apply for the Honors course to the HOD of the concerned department
- (c) The concerned department will announce the list of the selected students for the Honors.
- (d) The whole process should be completed within one week before the start of every session.
- (e) Selected students shall be permitted to register the courses for Honors degree.

VIII. JOINING IN HONORS COURSES IN B. TECH

- (a) Each department offering the Honors degree shall submit the final list of selected students to the principal.
- (b) The selected students shall submit a joining letter to the Principal through the concerned HOD.
- (c) The department offering Honors shall maintain the record of student pursuing the Honors degree.
- (d) With the approval of Principal and suggestion of advisor/mentor, students can

choose courses from the approved list and shall register the courses within a week as per the conditions laid down in the structure for the Honor degree.

- (e) Each department shall communicate the Honors courses registered by the students to the time table drafting committee and accordingly time table will be drafting. Time table drafting committee shall see that no clash in time tables.
- (f) If the student wishes to withdraw/change the registration of subject/course, he/she shall inform the same to advisor/mentor, subject teacher, HODs of Honors department and parent department and Principal within two weeks after registration of the course.

IX. PROCEDURE FOR MONITORING THE PROGRESS OF THE SCHEME

The students enrolled in the Honor courses will be monitored continuously at par with the prevailing practices and examination standards. An advisor/mentor from parent department shall be assigned to a group of students to monitor the progress.

X. ALLOCATION OF SEATS FOR HONORS DEGREE

- (a) The college will notify the number of the seats for Honors degree in each department well in advance before the start of the semester.
- (b) Total number of seats offered for Honors degree shall be a maximum of 35% of sanctioned intake of major degree programme.
- (c) Each department of concerned institute will notify the seats for the Honors well before the start of each session as per the following Table

S. No	Name of the course	Sanction seats of major degree programme	Seats offered for Honors	Courses offered	Credits for each course

XI. COURSE FEES FOR REGISTRATION OF SUBJECTS IN MAJOR DEGREE

There is no fee for registration of subjects for major degree programme offered in offline at the respective colleges.

XII. EXAMINATIONS

- (a) The examination for the Honors degree courses offered in offline shall be conducted along with regular B. Tech programme.

- (b) The examinations (internal and external) and evaluation procedure of Honors degree courses offered in offline is similar to regular B. Tech courses.
- (c) A separate transcript shall be issued for the Honors subjects passed in each semester.
- (d) There is no supplementary examination for the failed subjects in a Honors degree programme.

XIII. EXAMINATION FEES

Examination Fees will be as per the norms of College.

APPENDIX – III**Guidelines for B. Tech Minor Degree in Engineering**

(Applicable from the Academic Year 2019-20 (AR19) and Academic Year 2020-21 (AR20))

I. INTRODUCTION

Looking to global scenario, engineering students should have knowledge of subjects from other branches and some advanced subjects of their respective branch in which they are perusing the degree. To complement the same, the College has decided to take an initiative from 2020-21 in academics by introducing minor to the undergraduate students enrolled in the B. Tech. This gives a provision to the students to pursue minor other than the discipline in which student got admitted. An aspiring student can choose the courses and laboratories in any other discipline and can get a minor in the chosen specialization in addition to regular major B. Tech degree. This way undergraduates are not restricted to learn about courses only in the discipline they get admitted to, but can choose courses of their interest to later on take up a career path of their liking. The students taking up a minor course will get additional credits. A student has to acquire 20 more credits, in addition to 160 credits required, for the award of the minor. The department concerned will determine the required courses for award of minor. The subjects in minor programme would be a combination of mostly core and some electives.

II. OBJECTIVES

The objectives of initiating the minor certification are:

- (a) To diversify the knowledge of the undergraduates.
- (b) To make the undergraduates more employable.
- (c) To have more educational and professional skills after the completion of his undergraduate courses.
- (d) To give a scope to specialize students in other streams of engineering in addition to the ones they are currently pursuing.

III. APPLICABILITY AND ENROLMENT

- (a) To all B. Tech (Regular and Lateral Entry) students admitted in Engineering & Technology

- (b) There shall be no limit on the number of programs offered under Minor. The minor programs in emerging technologies based on expertise in the respective departments may be offered and minor can also be offered in collaboration with the relevant industries/agencies.
- (c) Total number of seats offered for a minor program shall be a maximum of 35% of sanctioned intake of major degree program.
- (d) If a minimum enrolments criterion is not met, then the students may be permitted to register for the equivalent MOOC courses as approved by the concerned Head of the department in consultation with Board of Studies.
- (e) The allotment of seat into minor is based on the percentage of marks obtained in the major degree program. Percentage of marks shall be taken up to III semester in case of regular entry students and only III semester in case of lateral entry students.
- (f) In the event of any tie during the seat allotment for a minor, the concerned major degree department offering minor shall conduct a test/interview on the prerequisite subjects of minor and final decision shall be taken.
- (g) For applicability of minor, both regular B Tech and minor courses shall be successfully completed with specified SGPA/CGPA.
- (h) A student shall report the concerned Principal of the college, if he/she is not interested to pursue/continue the minor program.
- (i) Transfer of credits from a particular minor to regular B. Tech or another major degree and vice-versa shall not be permitted.

IV. ENTRY LEVEL

- (a) The B. Tech students (both Regular and Lateral Entry) pursuing a major degree program can register for minor at their choice in any other department offering minor from III semester onwards.
- (b) Students registering for minor shall select the subjects from other branches. For example, if a student pursuing major degree in Electrical & Electronics Engineering shall select the subjects specified for minor in Civil Engineering and he/she will get major degree of Electrical & Electronics Engineering with minor of Civil Engineering.

- (c) Student pursuing major degree in any engineering branch is eligible to register for minor in any other engineering branch. However, students pursuing major degree in a particular Engineering are not allowed to register for minor in the same engineering branch.
- (d) Only those students, who have a CGPA of 7.75 or above, without any backlog, will be permitted to register for a minor.
- (e) An SGPA or CGPA in excess of 7.75 has to be maintained in the subsequent semesters in major as well as minor without any backlogs in order to keep the minor registration active.
- (f) Should both the SGPA and CGPA fall below 7.75 at any point after registering for the minor; the minor registration will cease to be active.
- (g) A student registered for minor in a discipline must register and pass in all subjects with a minimum GPA of 7.75 that constitute requirement for award of minor.
- (h) Separate CGPA shall be shown on semester and final transcripts of regular B. Tech and minor.
- (i) Students shall not be permitted to register for minor after completion of VI semester.
- (j) Students shall be permitted to select a maximum of two subjects per semester from the list of subjects specified for minor.
- (k) The students shall complete minor without supplementary appearance within stipulated period as notified by college exam section for the completion of regular major B. Tech program.
- (l) Minor shall not be awarded at any circumstances without completing the regular major B. Tech program in which a student got admitted.
- (m) If a student is detained due to lack of attendance, he/she shall not be permitted to register the courses of minor.
- (n) If a student failed in any registered course of the minor, he/she shall not be eligible to continue the B.Tech minor. However, the additional credits and grades thus far earned by the student shall be included in the grade card but shall not be considered to calculate the CGPA.
- (o) The subjects completed under minor program shall not be considered as equivalent subjects in case the student fails to complete the major degree program.

- (p) Students completed their degree shall not be permitted to register for minor.

V. STRUCTURE OF MINOR IN B. TECH

- (a) The student shall earn at least 20 credits for award of minor from other branch/department/discipline registered for major degree.
- (b) Students can complete minor courses either in the college or in online from platforms like NPTEL/SWAYAM etc.
- (c) The overall attendance in each semester of regular B. Tech courses and minor courses shall be computed separately.
- (d) A student shall maintain an overall attendance of 75% in all registered courses of minor to be eligible for attending semester end examinations. However, condonation for shortage of attendance between 65-75% may be given as per norms. On the recommendations of College Academic Council, the student concerned will be permitted to take the semester end examinations, on payment of condonation fee of Rs. 500/-.
- (e) Student having less than 65% attendance in minor courses shall not be permitted for end semester examinations.
- (f) A student detained due to lack of attendance in regular B. Tech program shall not be permitted to continue minor program.
- (g) The teaching, examinations (internal and external) and evaluation procedure of minor courses offered in offline is similar to regular B. Tech courses
- (h) The students may choose theory or practical courses to fulfil the minimum credit requirement.
- (i) The students may be allowed to take maximum two subjects per semester pertaining to their minor.
- (j) The students are permitted to opt for only a single minor course in his/her entire tenure of B.Tech (Engineering)
- (k) The students registered for B. Tech (Hons) shall not be permitted to register for minor.
- (l) The student is not permitted to take the electives courses from the parent department to fulfil the minimum credit requirement.

VI. CREDITS REQUIREMENT

- (a) A Student will be eligible to get minor along with major degree engineering if he/she

completes an additional 20 credits. These may be acquired either in offline or online like NPTEL/SWAYAM.

- (b) Of the 20 additional credits to be acquired, 16 credits shall be earned by undergoing specified courses of minor, with four courses, each carrying 4 credits. The remaining 4 credits must be acquired through two NPTEL, which shall be domain specific, each with 2 credits and with a minimum duration of 8/12 weeks as recommended by the Board of studies.
- (c) The colleges offering minor courses shall be ready to teach the courses in offline at their college in the concerned departments. Curriculum and the syllabus of the courses shall be approved by the Board of Studies.
- (d) The online NPTEL/SWAYAM subjects selected by a student shall be approved by concerned BOS. The duration of courses shall be a minimum of 14 weeks.
- (e) The teaching and evaluation procedure of minor courses offering in offline mode shall be similar to that of regular B. Tech courses.
- (f) Students shall produce a certificate issued by the NPTEL/SWAYAM conducting agency as a proof of credit attainment.
- (g) The assessment and certification of the NPTEL shall be as per the prescribed norms of the NPTEL.
- (h) After successful completion of all major and minor courses with specified CGPA the University will award both major and minors degree.
- (i) If a student fails to complete a course offered in online/offline, he/she will not be permitted to continue the minor.

VII. PROCEDURE TO APPLYING FOR THE MINOR

- (a) The department offering the minor will announce specialization and courses before the start of the session.
- (b) The interested students shall apply through the HOD of his/her parent department.
- (c) The concerned department will announce the list of the selected students for the minor.
- (d) The whole process should be completed within one week before the start of every session.
- (e) Selected students shall be permitted to register the courses for minor.

VIII. REGISTERING FOR MINOR COURSES

- (a) Each department offering the minor will submit the final list of selected students to the principal.
- (b) The selected students shall submit a joining letter to the Principal through the concerned HOD offering the minor. The student shall inform same to the HOD of his/her parent department.
- (c) Both parent department and department offering minor shall maintain the record of student pursuing the minor
- (d) With the approval of Principal and suggestion of advisor, students can choose courses from the approved list and shall register the courses within a week as per the conditions laid down in the structure for the minor.
- (e) Each department shall communicate the minor courses registered by the students to the time table drafting committee and accordingly time table will be drafted. Time table drafting committee shall see that no clash in time tables.
- (f) If the student wishes to withdraw/change the registration of subject/course, he/she shall inform the same to advisor, subject teacher, HODs of minor department and parent department and Principal within two weeks after registration of the course.

IX. PROCEDURE FOR MONITORING THE PROGRESS OF THE SCHEME

The students enrolled in the minor courses will be monitored continuously at par with the prevailing practices and examination standards. An advisor/mentor from parent department shall be assigned to a group of students to monitor the progress.

X. ALLOCATION OF SEATS FOR MINOR

- (a) The college will notify the number of the seats for minor in the concerned department well in advance before the start of the semester.
- (b) Total number of seats offered for a minor program shall be a maximum of 35% of sanctioned intake of major degree program.
- (c) The list of the elective for minor will be offered from the list of running majors in the concerned subjects. Each department of concerned institute will notify the seats for the minor well before the start of each session as per the following Table.

S. No	Name of the course	Sanction seatsof major degree program	Seats offered for minor	Courses offered	Credits for each course

XI. COURSE FEES FOR REGISTRATION OF SUBJECTS IN MINOR DEGREE

There is no fee for registration of subjects for minor degree program offered in offline at the respective colleges.

XII. EXAMINATIONS

- (a) The examination for the minor courses offered in offline shall be conducted along with regular B. Tech program.
- (b) The examinations (internal and external) and evaluation procedure of minor courses offered in offline is similar to regular B. Tech courses.
- (c) A separate transcript shall be issued for the minor subjects passed in each semester.
- (d) There is no supplementary examination for the failed subjects in a minor programme.

XIII. EXAMINATION FEES

- (f) Examination Fees will be as per the norms of College.

ABBREVIATIONS

AICTE	All India Council for Technical Education
APSSDC	Andhra Pradesh State Skill Development Corporation
CBCS	Choice Based Credit System
CBSS	Credit Based Semester System
CGPA	Cumulative Grade Point Average
CIE	Continuous Internal Evaluation
GATE	Graduate Aptitude Test in Engineering
IIT	Indian Institute of Technology
JNTUK	Jawaharlal Nehru Technological University
MNC	Multinational Corporation
MOOCs	Massive Open Online Course
NCC	National Cadet Corps
NGO	Non-Governmental Organization
NIT	National Institute of Technology
NSS	National Service Scheme
PRC	Project Review Committee
RTI	Right to Information
SEE	Semester End Examination
SGPA	Semester Grade Point Average
UGC	University Grants Commission

MALPRACTICES RULES

Disciplinary Action for /Improper Conduct in Examinations

The Chief Controller of examinations shall refer the cases of malpractices in Sessional and End Examination to an Enquiry Committee constituted by him / her. The Committee will submit a report on the malpractice allegedly committed by the student to the Chief Controller of Examinations. The Chief Controller of Examinations along with the members of the Committee is authorized to impose a suitable punishment if the student is found guilty as per the following guidelines.

	Nature of Malpractices / Improper conduct	Punishment
	If the candidate	
1(a)	Possesses or keeps accessible in the examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the course of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the course of the examination)	Expulsion from the examination hall and cancellation of the performance in that course only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the examination hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that course only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the course of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the courses of that Semester.






3	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the courses of that Semester
4	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester. The candidate is also debarred for two consecutive semesters from class work and all Semester End examinations. The continuation of the course by the candidate is course to the academic regulations in connection with forfeiture of seat.
5	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester. The candidate is also debarred for two consecutive semesters from class work and all Semester End examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
6	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that

		Semester. The candidate is also debarred and forfeits of seat.
7	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from the examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the courses of the examination (including practical and project work) already appeared and shall not be allowed to appear for examinations of the remaining courses of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the impostor is an outsider, he will be handed over to the police and a case is registered against him.
8	Refuses to obey the orders of the Chief Controller of examinations / Observer / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walkout or instigates others to walkout, or threatens the officer-in-charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that course and all other courses the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the courses of that semester. The candidates also are debarred and forfeit their seats. In the case of outsiders, they will be handed over to the police and a police case is registered against them.

	or property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	
9	If a student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The candidate is also debarred and forfeits the seat.
10	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that course.
11	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that course and all other courses the candidate has appeared including practical examinations and project work of that End examination.
12	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the Chief Controller of examinations for further action to award suitable punishment.	

Ragging

Prohibition of ragging in educational institutions Act 26 of 1997

Salient Features			
⇒	Ragging within or outside any educational institution is prohibited.		
⇒	Ragging means doing an act which causes or is likely to cause Insult or Annoyance of Fear or Apprehension or Threat or Intimidation or outrage of modesty or Injury to a student		
	Imprisonment Upto		Fine Upto
Teasing, Embarrassing and Humiliation	 6 Months	+	Rs. 1,000/-
Assaulting or Using Criminal force or Criminal intimidation	 1 Year	+	Rs. 2,000/-
Wrongfully restraining or on fining or causing hurt	 2 Years	+	Rs. 5,000/-
Causing grievous hurt, kidnapping or Abducts or rape or committing unnatural offence	 5 Years	+	Rs. 10,000/-
Causing death or abetting suicide	 10 Years	+	Rs. 50,000/-

In Case of Emergency CALL TOLL FREE NO. : 1800 - 425 - 1288

LET US MAKE ADITYA A RAGGING FREE CAMPUS

Ragging

ABSOLUTELY NO TO RAGGING

- 1. Ragging is prohibited as per Act 26 of A.P. Legislative Assembly, 1997.**
- 2. Ragging entails heavy fines and/or imprisonment.**
- 3. Ragging invokes suspension and dismissal from the College.**
- 4. Outsiders are prohibited from entering the College and Hostel without permission.**
- 5. Girl students must be in their hostel rooms by 7.00 p.m.**
- 6. All the students must carry their Identity Cards and show them when demanded**
- 7. The Principal and the Wardens may visit the Hostels and inspect the rooms at any time.**

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